

Common Council Minutes
Wednesday, July 6, 2022—7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, July 6, 2022, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Alderpersons Boyette, Hillstrom, Lendrum, Erickson, Weber, and Skyrms. Alderperson Steiner appeared by phone. Note: Alderperson Steiner voiced his vote via phone in which the Clerk recorded on the Roll Call Pro System. Staff present Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Westbrook and City Clerk Nagel.

Excused: Alderpersons Borchardt and Stevenson

Also present: Director of Water Utility Mach, Police Chief Olson, Assistant Police Chief Bernice, and Police Captain Van Sambeek.

Mayor Lang called the meeting to order at 7:00 PM.

- I. The Clerk called a voice roll call as the Mayor/Alderpersons recorded their attendance on the RollCall-Pro System.

SWEARING IN OF NEW OFFICER AND PROMOTED LAW ENFORCEMENT PERSONNEL

- Lieutenant Amy Wagner (ISU LT)
- Officer Caleb Justman
- Officer Devon Lehman
- Officer Kellen McCarthy
- Officer Kali Thompson
- Officer Adam Kohler
- Officer Dakota Raatz

Chief Olson recognized each individual law enforcement personnel listed above. The oath of office was administered, the blessing of the badges was given, and the badges were pinned on the officers.

- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- III. Approval of Council Proceedings
 - A. Approval of the Council Proceedings of June 15, 2022 regular session. **(UC) There being no objections the proceedings were approved as written by unanimous consent.**
- IV. Public Hearings
 - A. Consider Ordinance 2022-14 Adopting the Amendment to the City of Neenah Comprehensive Plan Update 2040 relating to changes to the Future Land Use Map for land located at the northwest corner of Marathon Avenue and Byrd Avenue.

Mayor Lang opened the public hearing at 7:17 PM. After three calls for comments there were no appearances. Mayor Lang closed the public hearing at 7:17 PM.

- B. Consider Ordinance 2022-13 Rezoning Land Located at 2001 Marathon Avenue from the I-2, General Industrial District to the C-1, General Commercial District. Mayor Lang opened the public hearing at 7:18 PM. After three calls for comments there were no appearances. Mayor Lang closed the public hearing at 7:18 PM.

- C. Consider Special Use Permit for an indoor self-storage facility located at 1215 Gillingham Road. Mayor Lang opened the public hearing at 7:19 PM.

Kelly Rousseau, Packrat Storage, 1110 S. Oneida Street, Appleton – Mr. Rousseau and his wife are purchasing the property and are here to answer any questions. Mr. Rousseau advised the plans went through the Planning Commission.

After three calls for comments there were no additional appearances. Mayor Lang closed the public hearing at 7:20 PM.

- D. Consider Special Use Permit for vehicle sales and service business located at 988 S. Green Bay Road. Mayor Lang opened the public hearing at 7:20 PM. After three calls for comments there were no appearances. Mayor Lang closed the public hearing at 7:20 PM.

V. Plan Commission report pertaining to the Public Hearings

- A. Plan Commission meeting of June 7, 2022: (Ald. Steiner) (Minutes can be found on the City web site)

With Alderperson Steiner appearing by phone Mayor Lang read the report.

1. Commission recommends Council approve Ordinance 2022-14 amending the Comprehensive Plan 2040 and Future Land Use Map. **(RollCall-Pro) MSRCP Hillstrom/Erickson to approve as presented, all voting aye.**
No discussion.

2. Commission recommends Council approve Ordinance No. 2022-13 Rezoning land located at 2001 Marathon Avenue from the I-2, General Industrial District to the C-1, General Commercial District. **(RollCall-Pro) MSRCP Skyrms/Erickson to approve as presented, all voting aye.**
No discussion.

- B. Plan Commission meeting of June 28, 2022: (Ald. Steiner) (Minutes can be found on the City web site)

With Alderperson Steiner appearing by phone Mayor Lang read the report.

1. Commission recommends Common Council approve a Special Use Permit for the use as an indoor self-storage facility located at 1215 Gillingham Road subject to conditions set forth by Plan Commission. **(RollCall-Pro) MSRCP Erickson/Hillstrom to approve as presented, all voting aye.**

No discussion.

2. Commission recommends Common Council approve a Special Use Permit for a vehicle sales and service business located 988 S. Green Bay Road subject to conditions set forth by the Plan Commission. **(Roll Call-Pro) MSRCP Erickson/Skyrms to approve as presented, all voting aye.**
No discussion.

VI. Public Forum

- A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
Kristine Payette, 675 Chestnut Street – E-mailed the Mayor and the Council today regarding the redevelopment of the Shattuck Middle School property located on at 600 Elm Street. Ms. Payette spoke on behalf of the neighborhood regarding concerns with the high volume of housing that may take place on the property. Ms. Payette humbly asked the Council for their support as the project moves forward.

Mayor Lang closed the public forum at 7:23 PM.

VII. Mayor/Council consideration of public forum issues

- A. Alderperson Boyette asked Director Haese to give a brief overview of the city's involvement of the development the Shattuck Middle School parcel.

Director Haese advised the transfer of the real estate is within Neenah Joint School District jurisdiction since they are the current property owners. The real estate transfer occurs without city involvement.

The site development plan itself is the next step. There was a neighborhood meeting in which the developer introduced a concept plan for the Shattuck property along with the additional acreage adjacent to the school. The development plan continues to be refined and details need to be worked out. The city does have conversations with the developer as far as the development plan is concerned. A formal approval request submittal will be made to the city.

The city becomes more involved once a formal approval request is submitted. There are several steps that must be taken such as rezoning, development of a master plan, and other approvals the developer will need to obtain prior to the development being build. The city will have more contact with the developer as the development moves through the site plan process. However, the city has little involvement with the development until the transfer of real estate is complete and a formal approval request is submitted.

Mayor Lang pointed out that there will be multiple opportunities for public input as the project moves through the approval process.

VIII. Consent Agenda

- A. Authorize the Chairperson to sign the Assessment Report for Sanitary Sewer Lateral Installation and Lead Water Service Replacement on Hunt Avenue, Madison Street, Nicolet Boulevard, Reddin Avenue, and Zemlock Avenue. **(PSSC)**
- B. Approve Street Use Permit for the Labor Day Parade and Celebration, sponsored by Fox Valley Labor Council, to be held on September 5, 2022 from 10:00 AM to 11:00 AM. **(PSSC)**
- C. Approve Temporary Class "B" Picnic License application for the sale of fermented malt beverages to Fox Valley Area Labor Council, for Labor Day Parade and Festival to be held on September 5, 2022 from 10:00 AM to 5:00 PM **(PSSC)**
- D. Approve Ratify Mayor Lang's approval of Special Events Permit for Future Neenah, Inc. rescheduled Kickoff Concert, 100 block of W. Wisconsin Avenue, to be held June 20, 2022 at 6:00 PM to 8:00 PM.
(PSSC)
- E. **(UC)**

There being no objections the Consent Agenda was approved as amended by unanimous consent.

- F. Regular Public Services and Safety Committee meeting of June 28, 2022: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
 - 1. Committee recommends Council approve the Boundary Agreement between the Town of Neenah, City of Neenah, and Town of Neenah Sanitary District No.2. **(RollCall-Pro)**
MSRCP Lendrum/Hillstrom to approve as presented, all voting aye.
No discussion.
 - 2. Committee recommends Council approve the Master Sewer Agreement between the City of Neenah, Sanitary District No.2, and Town of Neenah. **(RollCall-Pro)**
MSRCP Lendrum/Weber to approve as presented, all voting aye.
No discussion.
 - 3. Committee recommends Council adopt Resolution No. 2022-11: Sanitary Sewer Lateral Installation and Lead Water Service Replacement on Hunt Avenue, Madison Street, Nicolet Boulevard, Reddin Avenue and Zemlock Avenue. **(RollCall-Pro)**
MSRCP Skyrms/Weber to approve as presented. Motion carried in a roll call vote, 6-1 with Boyette dissenting.

Discussion: Alderperson Boyette believes in "getting the lead out of Neenah" but dissents because the sewer lateral installation from 2007 was added to this project. The project is a great opportunity for Public Works to get the work completed while the area is exposed, however, does not believe assessments should be mandated to the property owners. The property

owners did not know this assessment was coming and with the current economical state of the construction industry, Alderperson Boyette does not support mandating inflated costs to property owners at this time.

Alderperson Lendrum reminded the Council there are options through the Loan Assistance Program which is administered by the Community Development Department. Property owners may qualify for a grant or a low interest loan to cover the costs of the sewer laterals.

Alderperson Skyrms thanked Director Mach for his efforts. Director Mach found the money, pursued it successfully, and planned the work to be done equitably. This was not a simple project to coordinate.

4. Committee recommends Council approve the purchase of a certified, reconditioned 2013 JLG 2630ES Scissor Lift from Wolter Inc., in the amount of \$16,900.00 using Capital Equipment funds. **(RollCall-Pro)**
MSRCP Lendrum/Hillstrom to approve as presented, all voting aye.
No discussion.
 5. Committee recommends Council approve the purchase of a 2022 OBD DCL-800 Leaf Collection Trailer from MacQueen Equipment, in the amount of \$124,867.00 with \$110,000.00 coming from the 2022 Capital Equipment budget and the remaining \$14,867.00 to come from the 2022 Capital Equipment budget funds for the pavement roller replacement. **(RollCall-Pro)**
MSRCP Lendrum/Hillstrom to approve as presented, all voting aye.
No discussion.
 6. Committee recommends Council approve the AIA document A133 and A201, standard form of agreement with Miron Construction and the City of Neenah. **(RollCall-Pro)**
MSRCP Lendrum/Skyrms to approve as presented, all voting aye.
No discussion.
 7. Committee recommends Council approve “no parking anytime” zone on the northwest side of S. Lake Street from W. Winneconne Avenue to S. Western Avenue to be installed and codified by ordinance. **(RollCall-Pro)**
MSRCP Lendrum/Hillstrom to approve as presented, all voting aye.
No discussion.
- G. Regular Finance and Personnel Committee meeting of June 27, 2022: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)
1. Committee recommends Council approve of the Engagement Letter, price quote and related documents from Baker Tilly US, LLP to provide audit services to the City of Neenah and Neenah Water Utility for fiscal years 2022-2024. **(RollCall-Pro)**

MSCRP Erickson/Boyette to approve as presented, all voting aye.

No discussion.

2. Committee recommends Council approve erasing the amount of \$4,118.12 from the City books that are deemed uncollectable. **(RollCall-Pro)**
MSCRP Erickson/Boyette to approve as presented, all voting aye.
No discussion.

- IX. Reports of special committees and liaisons and various special projects committees
- A. Regular Plan Commission meeting of June 28, 2022: (Council Rep Steiner) (Minutes can be found on the City web site)
 1. Items addressed under Public Hearings.
 - B. Board of Public Works meeting of June 30, 2022: (Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
 1. Information Only Items:
 - a. The Board approved Pay Request No.1, Contract 7-22, Winneconne Bridge Repair, Pfeifer Brothers Construction, Neenah, in an amount of \$31,011.80.
 - b. The Board approved Pay Request No.4, Contract 8-21, Jewelers Park Drive Trail, Vinton Construction, Two Rivers, in an amount of \$324,366.12.
No discussion or action.
 - C. Emergency Government Committee meeting June 21, 2022: (Chairperson Mayor Lang) (Minutes can be found on the City web site)
 1. Committee recommends Council approve Resolution 2022-12 Adopting the Winnebago County Hazard Mitigation Plan. **(RollCall-Pro)**
MSCRP Weber/Skyrms to approve as presented, all voting aye.
No discussion.
 - D. Landmarks Commission
 1. Report from the Landmarks Commission – Alderperson Steiner
No report.
 - E. Sustainable Neenah Committee
 1. Report from the Sustainable Neenah Committee – Alderperson Borchardt
Moved to the next meeting.
 - F. Reports on neighborhood groups.
 1. Business Improvement District Board (BID Board) – Alderperson Skyrms
 - a. Awarded three grants:
 - (1) Awning grant to 112 W. Wisconsin Ave., Bill Paul Limited.
 - (2) Retention and Recruitment Grant to 447 S. Commercial Street, Tailored Hide for an HVAC system.

There was a question about damage to the building. There was a car accident that involved the building of the Tailored Hide hence the wreckage.

(3) Retention and Recruitment Grant to 108 W. Wisconsin Avenue Sante' Wine Bar and Bistro.

b. All Board Walking Tour of the District took place. Three areas were discussed along the tour:

(1) Areas of Praise, things that were going well.

(2) Areas in need of attention

(3) Areas of opportunities

The Tour was well attended and very valuable.

G. Bergstrom Mahler Museum

1. Report from the Bergstrom Mahler Museum – Alderperson Steiner

a. Spring fundraiser Catching Fire On-line Auction was successful.

b. Glass (Glass Lakefront Show and Sale) Arts Festival will be held Saturday, August 13, 2022 from 10AM-5PM.

c. Primordial Shift and the Art of Michael Meilahn: A Retrospective is currently on display through August 21st.

d. Reaccreditation strategic plan process has started.

e. Accepting bid proposals for the renovation project.

H. Parks & Recreation Commission

1. Report from the Park Commission – Alderperson Borchardt
Moved to next meeting.

X. Presentation of petitions

A. Any other petition received by the City Clerk's Office after distribution of the agenda.
None.

XI. Council Directives

None.

XII. Unfinished Business

None.

XIII. New Business

A. Any announcements/questions that may legally come before the Council.

B. The distribution of the CIP will be no later than July 15, 2022. CIP Workshop will be held July 25, 2022 at 6:00 PM.

C. Thank you to all staff, volunteers, and sponsors involved in CommunityFest that made huge success with record breaking crowds despite the rain.

D. Council picture will be July 20, 2022 at 6:45PM.

- E. As part of the Downtown Master Plan Process a public design charrette meeting will be held on July 27, 2022 from 4:00-6:00 PM at the Alta Resources Building, 120 N. Commercial Street. Invitations will be sent.
- F. Sign code enforcement door hanger has been a recent topic on social media. Neither Community Development nor Code Enforcement have used this door hanger in over a year and the source of the door hanger is unknown. The current process to handle a sign code violation is to mail a letter to the property owner. If asked, Council members should advise property owners to acknowledge the letter not the door hanger.
- G. Election update was given. Absentee ballots for the August 9, 2022 have been mailed and will continue to be mailed daily. In-person absentee voting starts July 26, 2022 and will be held in the lobby.

XIV. Adjournment

Motion by Boyette/Erickson to adjourn, all voting aye. Meeting adjourned at 7:51 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk